

Objectives of Functional Committees of the College

Sr.No.	Name of the Committee	Objectives
1.	Admission Committee	<ul style="list-style-type: none"> Preparing prospectus with addition and deletion of necessary information and printing the prospects in scheduled time limit. Distribute brochures , handouts and display posters showing salient features of the college To advice the students for selection of subjects and on other necessary matters To observe strictly the reservation policy of the government of Maharashtra and the guidelines provided by the university during admissions Settlement of grievances, if any, during admissions
2.	Time Table Committee	<ul style="list-style-type: none"> To plan and prepare time tables for regular classes and practicals To confirm that all departments are allocated equal number of classes during the academic semester To solve the grievances of teachers for overlapping etc.
3.	Examination Committee	<ul style="list-style-type: none"> To conduct the regular internal as well as University Examinations. To implement the evaluation programme deliberately set by the TLE cell. To take measures to prevent malpractices in the examination and to do the needful for the smooth conduct of examination. To create amongst the faculty and the students the awareness about the University guidelines regarding conduct of Examination and to insure the strict implementation of the same. To encourage the faculty to evolve innovative tools and techniques of students evaluation. To maintain secrecy, transparency and accountability in examinations. To solve the grievances of students regarding examination
4.	Excursion and Tours Committee	<ul style="list-style-type: none"> To develop the spirit of observation of different life styles and cultures of people living in different areas of the country. To inculcate significance of relation between human life and Nature in different forms. To organize tours, field trips and field visits of different departments To seek necessary permissions for Tour/Field visit etc.

		<ul style="list-style-type: none"> • To maintain safety and security of students at the time of Tour/Trip etc. • To communicate with parents for Parental consent and provide the details of excursion for adventure activities, residential and trips. • To maintain the necessary records and prepare the report of Tour/Trip etc.
5.	Elocution contest and Essay Competition Committee	<ul style="list-style-type: none"> • To contribute to the overall personality development of the students. • To promote the skills in reading, writing and elocution in the students. • To attain the linguistic development of the students in view of interaction, discussion, group discussion and interview. • To encourage students to participate in Debate and Elocution competitions outside the college • To conduct competitions like debates, elocution, poetry writing, essay writing, story writing etc at college level
6.	NSS	<ul style="list-style-type: none"> • To develop among students a sense of social and civic responsibilities. • To develop among students leadership qualities and democratic attitude. • To encourage participation in rural development including project identification programme formulation, implementation and evaluation. • To function as per guidelines laid down by the NSS Department of Shivaji University, Kolhapur • To plan the regular field activities of the NSS throughout the year • To arrange discussions and workshops of group of students on a regular basis on issues of social importance, ethical relevance and moral values. • To plan and organize annual 7day special camp in adopted village • To involve students in social service and other extra-curricular activities organized by the Shivaji University • To keep the records and submit annual audited accounts and reports to the university
7.	NCC	<ul style="list-style-type: none"> • To develop qualities of character, courage, comradeship, discipline, leadership, secular outlook. Spirit of adventure and sportsmanship and ideal of selfless service among the youth to make them useful citizens. • To inculcate human values like patriotism, obedience, etc., among the students.

		<ul style="list-style-type: none"> • To function as per the guidelines laid down by the NCC Department • To conduct selection process of the students in confirmative with NCC Department • To develop qualities of character, courage, comradeship, discipline, leadership, secular outlook, spirit of adventure and sportsmanship. • To inculcate the ideals of selfless service among the NCC Cadets to make them useful citizen. • To participate the cadets in various extension activities. • To participate in different training camps and adventurous activities all over India by NCC Department
8.	Staff Academy	<ul style="list-style-type: none"> • To Endeavour to expand the horizons of the teacher's knowledge by arranging lectures of and discussions with resource persons from different fields. • To arrange visits and excursion of the faculty to enhance and update their social and academic awareness. • To arrange such activities as would acquaint the staff with the changing academic scenario.
9.	Attendance Committee	<ul style="list-style-type: none"> • To encourage the students to give their maximum attendance in the college. • To make the students aware of the fact that their attendance is taken note of by the college. • To develop a mechanism to acquaint the parents of their words' absenteeism. • To prepare the roll call list with the help of office and allocate it to the teachers • To keep record of students attendance and to take necessary punitive action against irregular students • To prepare a subject wise list of the final attendance, practical and lectures for ready reference of the teachers
10.	Affiliation and UGC Committee	<ul style="list-style-type: none"> • To prepare and submit necessary proposals to the university for affiliation required for different courses • To prepare proposals for grants to UGC • To follow the policies and guidelines recommended by UGC.
11.	Cultural Committee	<ul style="list-style-type: none"> • To endieavour contribute to the overall personality development of the students by prmoting the development of their artistic qualities.

		<ul style="list-style-type: none"> • To provide a wide platform to the students with interest in performing arts like singing, dance, playing on musical instruments, etc. • To plan and schedule cultural activities for the academic year. • To organize inter collegiate cultural events in the College. • To organize Welcome Functions of all first year students newly admitted in the college • To organize Morning Prayer on every Monday with the support of musical instruments • To select the students and provide them necessary training through out the year for the participation in the Yuva Mohotsav and annual cultural gathering of the college • To communicate about various festivals and events to be celebrated in the college and prepare them for participation
12.	Yashodhan Committee	<ul style="list-style-type: none"> • To develop literary penchant among the students. • To develop writing skills among the students by providing them with required guidance or training. • To develop habit of contemplation on issues of social culture & scientific importance. • To publish the annual periodicals 'Yashodhan' in order to give an exposure to various creative works of the students such as articles, poems, sketches, painting, photograph, etc. • To organize different activities for training the students for participate effectively in magazine related activities
13.	Wall Paper Committee	<ul style="list-style-type: none"> • To contribute to the over-all personality development of the students by promoting artistic skills in them. • To provide guidance and platform to the students with a aptitude for creative thinking. • To give an exposure to the students' attempts in photography, sketching, drawing and composing. • To give wide publicity amongst the students of publication of students articles, poems and creative arts in the wallpaper • To publish minimum two wallpapers by different departments • To encourage the students for participation and felicitation of successful participants
14.	Library Committee	<ul style="list-style-type: none"> • To prepare the annual budget considering the needs of faculty, departments and different subjects

		<ul style="list-style-type: none"> • To look after general maintenance of library infrastructure • To update the library software and e-resources available in the library • To plan and organize different activities for inculcation of reading habits amongst the students.
15.	Sachetana Mandal	<ul style="list-style-type: none"> • To organize different programmes as per the guidelines of the university such as- Personality Development Programme, Nirbhay Kanya Abhiyan (Fearless Girl Campaign), Yoga and Meditation Training Programme etc for girl students in the college • To organize awareness programmes on issues faced by women at work place • To take preventive steps towards protection of women staff / girl Students from sexual harassment in the college. • To arrange different competitions like Rangoli, Mehendi, crafts for girl students. • To create and maintain safe, healthy and supportive environment for women and girl Students in the college campus • To organize different life skill based short term courses for girl students • To organize workshops creating awareness amongst girl students for health, their legal and social status in the society
16.	Gymkhana	<ul style="list-style-type: none"> • To attain physical development of students along with their intellectual development. • To encourage and guide students to participate in sports at College, University, State and National level. • To develop sportsmanship and discipline among the students. • To acquaint the students with the importance of sports in life. • To finalize the schedule of events for the every academic year in advance in consultation with the Gymkhana Committee. • To maintain records of sports events attended by students outside the college, within the University and outside. • To promote a spirit of healthy competition and cultivate excellence in various domains of sports. • To maintain an inventory of the sports material

17.	Parents' Association	<ul style="list-style-type: none"> • To encourage the parents to participate in the functioning of the college. • To seek feedback from the parents about the performance of the college w.r.t. the students. • To arrange various activities in the college with the initiative of the parents. • To seek to know the expectations of the parent form the college.
18.	Internal Complaint Committee	<ul style="list-style-type: none"> • To impart the information about the Prohibition of sexual atrocities law to students. • To form common groups of boys and girls students in order to create healthy relations and understanding among them by arranging various activities. • To organize various programmes and activities in order to create awareness among all the stake holders/concerned about sexual harassment the related laws. • To consider and to take appropriate action on all the complaints about sexual harassment.
19.	Competitive Examination and Placement Cell	<ul style="list-style-type: none"> • To develop the skills needed for the job in the students like 'Spoken English course', interview techniques, personality development workshops etc. • To organize different events regarding training and placements • To share the information on career and job opportunities to the students from time to time. • To organize campus interview of renowned companies in the college. • To provide inspiration and guidance to the students to join the campus interview organized by other colleges and universities. • To organize the expert lectures on competitive examination to students.
20.	Alumni Association	<ul style="list-style-type: none"> • To maintain the updated data and current status of all Alumni. • To encourage, foster and promote close relations among the alumni and with the college • To promote a sustained sense of belonging to the Alma Mater among the Alumni by being in regular contact with them. • To provide a forum for the Alumni for exchange of ideas on academic, cultural and social issues of the day by organizing alumni meet frequently

		<ul style="list-style-type: none"> • To organize different activities of NSS, NCC, and Vivek Vahini in surrounding villages with support from alumni • To organize lectures of experts on different occasions in the college with support from alumni
21.	Lead College Committee	<ul style="list-style-type: none"> • To encourage the departmental heads to submit the proposals to the committee to organize seminars, workshops and conferences during the year • To finalize the proposals on the basis of merit and allocate them necessary funds to organize the activity • To help the departments in organizing Lead college activity by participating different colleges in the Lead college group • To prepare annual report and submit the audited accounts to the University.
22.	Nisrag Mitra Mandal	<ul style="list-style-type: none"> • To introduce the students to the conservation of environment and natural resources. • To generate awareness about Nature that has direct bearing upon our physical and mental human health. • To give the students a feel of natural life by arranging awareness programmes like Bird watching, Trekking and Nature Camp. • To arrange meetings, workshops, talks and field trips and picnics for students to create and enhance their awareness of natural environment, biological diversity and naturopathy. • To promote concepts of wildlife friendly eco-tourism, eco-friendly house and alternate and reusable energy sources among students.
23.	Vivek Vahini	<ul style="list-style-type: none"> • To encourage the volunteers to work for eradication of superstition and promotion of scientific approach amongst the society in collaboration with the Andhashraddha Nirmulan Samiti. • To organize Periodic meetings and group discussions on behalf of Vivek Vahini, and assistance of the social workers of Andhashraddha Nirmulan Samiti
24.	Committee For Meritorious Students	<ul style="list-style-type: none"> • To try to enable academically advanced students appear in the University merit list by attaining higher ranks. • To provide the target group with special library facilities. • To arrange for guidance of experts in individual subjects as well as about art of presentation and time management at examinations.

		<ul style="list-style-type: none"> To hold meetings of the target group for sharing experience about methods of study and examinations.
25.	Student Aid Fund / Freeship Committee	<ul style="list-style-type: none"> To make aware the students about the financial help to be provided to the needy students under the student aid fund. To appeal the teachers to bring before the committee the students who are really in financial need due to problems at home. To ensure that no any student of the college should leave his education due to his or her financial problems. To adopt the poor students, meritorious students, sportsman and help them for completion of their education.
26.	Campus Discipline Committee	<ul style="list-style-type: none"> To maintain the overall discipline on the college campus. To make the identity card compulsory for every student while on the campus. To aware the students about the rules of discipline committee of the college and the punitive action to be taken for indiscipline. To look after any misconduct happen in the college campus and report to the Principal.
27.	Parent Association	<ul style="list-style-type: none"> To organize Parent meets every year of the Parents of First year students of each Faculty. To introduce parents about the historical background of the college and different curricular and extra-curricular activities of the college. To make them aware about the parental duties and also about the career of the students. To organize talk of experts to guide the parents and student regarding academic, examination and career related issues.
28.	College Development committee (CDC)	<ul style="list-style-type: none"> The CDC shall meet at least twice a year. To approve the budgetary provision for the development of College. To approve the recommendations made by Internal Quality Assurance Cell (IQAC). Prepare an overall inclusive development plan of the college concerning academic, administrative and infrastructural growth, To facilitate College to promote excellence in curricular, co-curricular and extra-curricular activities.

29.	Internal Quality Assurance Cell (IQAC)	<ul style="list-style-type: none"> • Development and application of quality benchmarks/parameters for various academic and administrative activities of an institution • Dissemination of information on various quality parameters of higher education • Organization of workshops, seminars on quality related themes and promotion of quality circles • Documentation of the various programmes / activities leading to quality improvement • Acting as a nodal agency of the institution for quality-related activities • Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.
30.	Standing Committee	<ul style="list-style-type: none"> • To conduct meetings of the SC/ST students to make them aware the different Government scholarships and schemes available for them. • To take a drive for maximum enrollment for students for the government scholarships, • To address the issues of staff and students, belonging to schedule caste / schedule tribes in the institute and to prevent atrocities against them • To create and maintain safe, healthy and supportive environment for SC / ST staff and students in the college campus. • To organize the various programmes for welfare of SC/ST students.
31.	Anti Ragging Committee	<ul style="list-style-type: none"> • To make students and the parents aware of about the ragging menace and the existing laws for anti ragging. • To conduct the lectures of the legal experts on the subject • To take all measures to curb the scourge of ragging • To develop anti ragging mechanism in college campus • To keep vigilance on trouble triggers
32.	Grievance Redressal Cell	<ul style="list-style-type: none"> • To make aware the students about the Grievance Redressal Cell in the college and inform them about the procedure of lodging complaints. • To conduct periodical meeting to redress the grievances put into suggestion box and complaint box in the college.

